



**Duke University Graduate School**  
**Course Withdrawal Form**

**Criteria and Instructions:**

After the Drop/Add period, students can withdraw from courses with the "W" designation on their transcript until the last day of classes in the current semester. To withdraw, please complete this form and obtain original signatures of both the instructor and your DGS. You must deliver this completed form on or before the last day of classes to:

Ms. Susan Williford  
Duke University Graduate School  
2127 Campus Drive, Box 90068  
Durham, NC 27708

Name of Student: \_\_\_\_\_  
*(Please Print)*

Student ID: \_\_\_\_\_  
*(Please use Student ID, not Duke Unique ID)*

Student's Department: \_\_\_\_\_

Course to be dropped: \_\_\_\_\_  
*(Please include course number and section)*

Current term and year: \_\_\_\_\_

**Approval Signatures:**

\_\_\_\_\_  
**Instructor**

\_\_\_\_\_  
**Director of Graduate Studies**

\_\_\_\_\_  
**Student**

\_\_\_\_\_  
**Effective Date**

\_\_\_\_\_  
**Graduate School**